

**MILLVILLE SCHOOL DISTRICT  
TRANSPORTATION DEPARTMENT**

**STUDENT TRANSPORTATION RULES**

- A. The bus driver shall be in full charge of the school bus at all times.
- B. It is mandatory that seat belts are worn while students are being transported by bus to and from school, field trips, and all other school related activities.
- C. All pupils must be seated in the seats assigned by the driver. Students are to remain seated in their seat belts until the bus has come to a complete stop. There will be no changing of seats without the driver's permission.
- D. Pupils are not allowed to leave the bus once they enter until they reach their designated stop. Stop changes can only occur with advanced written notice signed by a parent/guardian and approved by the school administration and Transportation Department.
- E. Students who are granted babysitting privileges will be assigned transportation to and from the babysitting address only.
- F. Students must board and disembark at their assigned bus stop. Failure to do so may result in disciplinary action.
- G. Students are not permitted to open bus windows without the permission of the driver. Windows should be closed before the student disembarks from the bus.
- H. Students should arrive at bus stop at least 15 minutes before scheduled pickup time.
- I. Students should stay off the roadway and be alert to traffic dangers. If walking to the bus stop and there are no sidewalks, students are to walk facing traffic. Walk as far from the edge of the road as possible and stay off people's lawns.
- J. Students should form a line for boarding when the bus approaches. Let the bus come to a FULL STOP before moving toward the door.
- K. The noise level on the bus should be kept to a minimum.
- L. Pushing, shoving, fighting or other disruptive behavior is not permitted on buses or at the bus stops. Hands, feet and all other objects are to be kept to oneself.
- M. No profanity or abusive language will be permitted.
- N. Students should be courteous to pedestrians and motorists. No shouting or spitting from the windows is allowed; making insulting gestures gives the school a poor reputation.
- O. No smoking/eating/drinking or chewing gum shall be allowed on any bus at any time.
- P. Buses must be kept clean with no paper, rubbish, food, etc. left to litter the bus.

- Q. It is not permitted to throw *ANY* object in or from the bus.
- R. In case of an accident or emergency, remain seated until instructions are given by the driver.
- S. No one will be permitted to open or in any way tamper with the emergency exit door, unless in the case of an emergency or bus evacuation drill.
- T. After disembarking from the bus, walk to a point at least ten feet ahead of the bus and WAIT. When the bus driver signals, look both ways for traffic, and when clear, walk directly across the street.
- U. No animals are permitted on buses.
- V. No alcoholic beverages, drugs, cigarettes of any kind or other controlled substances shall be permitted on the bus.
- W. Parents are not permitted to enter the school bus. Parents are not permitted to be transported on any school bus unless they are chaperoning a class trip.
- X. Students are not permitted to have knives, scissors, sticks, chukka sticks, night sticks or any other sharp or potentially dangerous items which could be used to do bodily harm on the bus.
- Y. It is expected that students will display respect for property. Destruction of property will result in the student and/or his/her family paying for repairs. (NJ School Law l8A: 37-3).

**VIOLATION OF ANY OF THE ABOVE RULES OR ANY OTHER  
INAPPROPRIATE CONDUCT ON THE SCHOOL BUS MAY RESULT IN  
SUSPENSION OF BUS RIDING PRIVILEGES.**